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
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July 16, 2012

TO: Each Supervisor

FROM:  Jonathan E. Fielding, M.D., M.P.H.
Director and Health Officer

SUBJECT: **NOTIFICATION OF INTENT TO ENTER INTO A SOLE SOURCE AGREEMENT**

This is to notify you that the Department of Public Health (DPH) intends to request delegated authority to execute a sole source agreement with AIDS Project Los Angeles (APLA), to provide patient navigation services to strengthen linkage and re-engagement to HIV/AIDS primary health care for People Living With HIV/AIDS (PLWHA) who have dropped out of care.

In accordance with Board Policy 5.100, prior Board notice for any department requesting to enter into negotiations for a Board-approved sole source contract in excess of \$250,000.

Background

AIDS United is an organization that partners with community organizations to help ensure that people living with and affected by HIV/AIDS have access to the prevention and care services they need and deserve. In July 2010, AIDS United released a Request for Proposals (RFP) for community-based organizations to participate in a collaboration with AIDS United as part of a match grant from the Social Innovation Fund (SIF). The goal of the SIF is to significantly expand the scope of AIDS United's Access to Care (A2C) initiative that supports innovative and collaborative projects to improve individual health outcomes and strengthen local service systems.

APLA responded to the RFP with a proposal to provide patient retention navigation services to PLWHA who have dropped out of care. In February 2011, APLA received awarded funding, along with nine other grantees throughout the nation. The SIF funding award requires grantees (APLA) to raise non-federal matching dollars. In order to meet this requirement, in April 2011, APLA approached DPH's Division of HIV and STD Programs (DHSP) as a potential funding partner for this project, requesting a County match of up to \$200,000 per year for three years, beginning in fiscal year 2012-13. Under this project, DPH will provide APLA with no more than a dollar for dollar match.

Justification

DHSP recommends funding APLA for the project as HIV patient retention navigation services complement and enhance current efforts to develop a comprehensive package of services designed to

address the full spectrum of HIV/AIDS care service needs through the County. HIV patient retention and navigation services include targeted outreach to identify and locate patients lost to HIV care, assessment of patient readiness to re-engage in HIV care, reduction of patient barriers, enhancement of patient motivation and efficacy, and linkage of patients back to HIV medical services.

APLA has the programmatic expertise and experience to provide these services. In order to carry out the scope of this project, APLA will subcontract with Northeast Valley Health Corporation (NEVHC) and Realistic Education in Action Coalition to Foster Health (REACH LA). APLA has an established and a successful working partnership with both of these agencies. These factors combined with APLA's long history of delivering quality and culturally competent services to the PLWHA population, especially those patients who need to be re-engaged back into care, will ensure that the components in the provision of services will be successfully implemented.

APLA's innovative and strategic approach to patient engagement and targeted outreach will enable patients to overcome barriers to active participation in consistent HIV care. In particular, for Service Planning Areas (SPAs) 2, 4, 6, and 8, the patient retention navigation service program will assist DHSP in identifying current systematic barriers that prevent newly diagnosed individuals with HIV and those who have dropped out of primary HIV medical care from accessing and maintaining critical HIV/AIDS medical care and supportive services.

The term of the agreement will be effective September 1, 2012 through June 30, 2015. The total maximum obligation for the APLA agreement is \$566,667, 100 percent offset by net County cost funds.

Notification Timeline

The Board letter to request the delegated authority to execute the sole source agreement with APLA is projected for the September 4, 2012 Board meeting. To allow time for your review and comments, we will not enter into negotiations until ten business days following the date of this memorandum.

If you have any questions or would like additional information, please let me know.

JEF:mmc

c: Chief Executive Officer
County Counsel
Executive Officer, Board of Supervisors